

MINUTES
Meeting of the Board of Directors
July 22 & 23, 2019

Call to order: Brenda Stanley called the meeting to order on July 22, 2019 at 9:09am.

Board Members in Attendance

Present: Brenda Stanley, Cheryl George, Janet Goodliffe, Jill Andrus, Richard Jurvelin, Jill Andrus, Jenn Haddad. **Absent:** Jeanette Moody, Alex Zamora. **Present via phone for a portion:** Shannon Dunstan

ICTF Staff in Attendance: Lori Dicaire, Taryn Yates, Roger Sherman

Approve Minutes from July special meeting

M/S/C: Ms. George, Ms. Goodliffe

Approve Consent Agenda (staff reports, quarterly financials)

M/S/C: Ms. Goodliffe, Ms. Andrus,

Board Education

Taryn led the board in a discussion of prevention of child abuse and neglect within a public health model. The board discussed parameters of prevention versus intervention.

Multi Year Grant Review

An extensive conversation ensued while the board reviewed the 10 grant applications that were received in order to choose the 4 that most closely met the grant guidelines and that fall within the budget adopted by the board. The board elected to fund the following: Family Advocates, Mahoney House, Bannock Youth Foundation, and ICARE. A motion was made to approve grants to these 4 organizations.

M/S/C: Ms. George, Ms. Andrus

Working Lunch: Year in review highlights

The executive director led a review of the achievements towards goals of the organization over the year since our July 2018 board meeting.

Year End financial report

Mr. Sherman reviewed the year-end financial reports for state fiscal year 2019. He reports that while the organization is generally in good financial health, without any increases in funding that can be used for operational purposes, ICTF's ability to fund grants to local prevention organizations will become more limited. Mr Sherman discussed the difference between project funding and funding that can be used for operations. Discussion ensued about the need to find additional sources of revenue.

Funding from surcharges on vital statistics certificates (marriage, birth and divorce) is one funding strategy used by Trust Funds throughout the country. To increase the amount of funding available for distribution to local prevention organizations, ICTF staff would like to pursue the possibility of this new funding source. The board asked the Executive Director to explore the possibility with the Governor's office and other relevant stakeholders and bring a more defined proposal to the board for consideration at the October meeting.

Personnel Issues

The board discussed the Executive Director Performance Review. Surveys and the Director's self-evaluation have been sent to all board members for their assessment of the director's performance.

Based on performance reviews and a recommendation by the Executive Director, the board approved a 3% cost of living increase for both the Administrative Assistant and the Grants Manager/Planner.

M/S/C: Ms. George, Mr. Jurvelin

Proposal from Idaho Head Start Association

The board was asked to consider a financial arrangement that would designate Idaho Children's Trust Fund as the state agency for the possible future allocation of state funds for additional Head Start and Early Head Start slots. This would help the same at-risk kids that both agencies serve while providing ICTF with some extra administrative funds. The board supported pursuit of the opportunity but felt more information was needed to offer a formal motion at this time.

Governing/Board Process Issues

A discussion that was spurred by *Prevent Child Abuse America's* upcoming site visit about some need for internal process clarification ensued. The board decided to add several new rules: develop clear guidelines and deadlines for Executive Director review, a statement clarifying that ad hoc committees will be added as deemed necessary by the board, and a new position of vice-chair was added to the board with the intent to outline duties.

The board decided to create a policy committee and designated Shannon Dunstan and Cheryl George as members. The committee was charged with developing policies for vice chair and responsibilities of board chair to appoint committees.

Board member nominations

We are experiencing significant changes to the board this year. The terms of three members of the board end this year; two are opting to retire from the board and another has reapplied for another term. Zach Forster, Governor Little's staff in charge of appointments, wants ICTF to nominate 3 people for each position and forward those to the Governor for his appointment. The board engaged in some discussion about possible nominees and asked staff to present a slate for review after conversation with key people in each region.

PCAA site visit

The board discussed the upcoming Chartering site visit the following day to ensure that it was prepared for the process.

The meeting recessed for the day at 3:26pm and officially adjourned at 11:30 a.m. Tuesday after the board met with site reviewers from Prevent Child Abuse America.